

COMPLAINT INVESTIGATION SUMMARY

COMPLAINT NUMBER:	1884.02
COMPLAINT INVESTIGATOR:	Sandie Scudder
DATE OF COMPLAINT:	March 1, 2002
DATE OF REPORT:	March 28, 2002
REQUEST FOR RECONSIDERATION:	no
DATE OF CLOSURE:	May 14, 2002

COMPLAINT ISSUES:

Whether the Richmond Community School Corporation violated:

-511 IAC 7-25-3(a) by failing to conduct an educational evaluation and convene a case conference committee (CCC) meeting within 60 instructional days of the date of the parent's written consent.

FINDINGS OF FACT:

1. The student (Student) is 10 years old, is in 4th grade, and has been medically diagnosed with seizures and ADHD. The Student is being evaluated to determine eligibility for special education and related services.
2. The Complainant states that in April 2001, she showed the school principal a doctor's prescription stating that the Student has a diagnosis of ADHD and a seizure disorder. The Complainant signed paperwork for the Student to be evaluated; however, the School has not conducted the educational evaluation and convened a CCC meeting.
3. The School acknowledges that the Complainant showed the school principal a doctor's prescription stating the Student has a diagnosis of ADHD and a seizure disorder. However, the School cannot locate the paperwork the Complainant completed regarding the educational evaluation for the Student.
4. The Director states that a presentation of this type of information from the doctor would typically be interpreted as a request for an educational evaluation. Since the educational evaluation did not take place, the School has planned the following corrective action:
 - a. Conduct a multidisciplinary educational evaluation after the completion of the referral paperwork;
 - b. Convene a CCC meeting within 10 days following the completion of the evaluation in order to review the results and determine the Student's eligibility for special education services;
 - c. If the CCC determines that the Student is eligible for special education, the CCC will then determine the need for compensatory services; and
 - d. Provide training for the principal and secretarial staff of the Student's school regarding procedures to be implemented when a parent requests an educational evaluation for their child.

CONCLUSION:

Finding of Fact #2 indicates that the Complainant presented a Doctor's prescription to the school principal stating the Student's diagnoses, and completed paperwork giving permission for the Student to be evaluated by the School. Finding of Fact #3 reflects that the School acknowledges a violation in not administering the evaluation to the Student after the Complainant presented the prescription stating the Student's diagnoses. Therefore, a violation of 511 IAC 7-25-3(a) is found. Finding of Fact #4 establishes that the School has initiated a corrective action plan.

The Department of Education, Division of Exceptional Learners requires the following corrective action based on the Findings of Fact and Conclusion listed above.

CORRECTIVE ACTION:

The Richmond Community School Corporation shall:

1. provide appropriate training for the school principal and the secretarial staff as identified, and submit **a copy of the agenda and a list of attendees with signatures to the Division no later than April 30, 2002.**
2. conduct an educational evaluation, and convene a CCC meeting no later than April 26, 2002, to discuss the results of the evaluation, and if the Student is determined to be eligible for special education, the CCC shall consider the need for compensatory services due to the delay in evaluating the Student. **A copy of the CCC Report/IEP shall be submitted to the Division by April 30, 2002.**

DATE REPORT COMPLETED: March 28, 2002